

SOUTHWEST NEW BRUNSWICK SERVICE COMMISSION

ANNUAL GENERAL MEETING

6:00 P.M., Thursday, April 26th, 2018

Garcelon Centre, St. Stephen, NB

MINUTES

Call to Order and Welcome

Board Chair Joyce Wright called the meeting to order at approximately 6:10 pm. She opened the meeting by welcoming everyone to the AGM. She noted that there was 15 members participating at the table. Upon checking she indicated that no members were participating via video conference.

Introduction of Guest Speakers

The Chair then introduced Joy Benson Green of Vibrant Communities Charlotte County and Trisha Dickerson, the Waste Reduction Coordinator for Southwest New Brunswick Service Commission. Both speakers gave PowerPoint presentations.

Adoption of Agenda

It was moved by G. Christie, seconded by J. Tubbs that the agenda be accepted as circulated. CARRIED.

Approval of AGM Minutes

It was moved by A. Townes, seconded by T. James, that the minutes of the last AGM be approved as circulated. CARRIED

Chairperson's Report

The Chair referred all to the joint message of the Chair and the Executive Director found within the Annual Report. Hard copies of the Annual Report had been circulated to all in

the room just before the AGM started. She proceeded to highlight some of the key points made in that joint message. She touched on a number of accomplishments of the Board over the past year ranging from a new Recycling Program to the realigning of staff duties. She emphasized that the Board was now focused on the mandated services that it was assigned by the Province. She also gave special thanks to the committees and stressed that the Board could not accomplish much without the good work of its many committees.

2017 Financial Statements and Audit Report

The Chair then referred all to the next agenda item and asked the commission's Financial Officer, Mark Porter, to report on the 2017 financial statements and auditor's report.

He proceeded to the financial section of the Annual Report. He indicated that the commission had received a favorable Audit Report as found in the Annual Report and the Board should be happy with that result. He highlighted the key financial results and position of the commission in fiscal 2017, including budgeted amounts versus the actuals, and any noteworthy changes from the previous year.

With the report of the Financial Officer completed, the Chair then turned the floor over to the chair of the Finance and Audit Committee, Winston Gamblin.

The Finance and Audit Chair proceeded to make a motion to accept the audited financial statements as presented;

It was moved by W. Gamblin, seconded by T. James, that the board accept the 2017 Audit Report and financial statements as presented. CARRIED

Selection of Auditors for 2017

On behalf of the Finance and Audit Committee, W. Gamblin moved, seconded by D. Blair that Teed Saunders Doyle & Co be awarded the audit contract for the second year of the three-year term. CARRIED

Election of Board Officers

Upon reaching this agenda item, the current Board Chair turned the floor over to Executive Director, Hollis Bartlett, to carry out the election of the Board's Executive Officers process.

He did so in three steps;

1) He called for nominations for the position of Board Chair;

Joyce Wright reoffered for position of Chairperson. Hollis Bartlett asked for nominations. Carla Brown nominated Garry Christie. Hollis Bartlett asked two more times. With no other nominations coming forward, the position went to vote. Joyce Wright was declared Chair for the next year.

2) He called for nominations for the position of Vice-Chair;

Garry Christie reoffered for position of Vice-Chair. Hollis Bartlett asked for nomination 3 more times. With no other nominations coming forward, Garry Christie was declared Vice-Chair elected by acclamation.

3) He called for nominations for nominations for the position of Executive Officer at Large.

Terry James reoffered for position of Executive Officer at Large. Hollis Bartlett asked for nominations 3 more times. With no other nominations coming forward, Terry James was proclaimed Executive Officer elected by acclamation.

With the election completed, he returned the floor to the Chair.

Questions from the Public

Chair Joyce Wright then opened the floor to questions from the public present. No questions were brought forward.

Closing Remarks and Adjournment

Hearing no questions from the floor, the Chair indicated that this concluded the agenda of this AGM.

She asked for a motion to adjourn and Dennis Blair so moved.

